



**City Council
February 09, 2015
Pre-Agenda Meeting Minutes
Trinity City Hall Annex
Trinity, NC**

Members Present: *Mayor*, Jesse Hill; *Mayor Pro-Tem*, Debbie Frazier;
Council Members: Chester Ayers, Gene Byerly, Jack Carico, Linda Gantt, Ed Lohr, and Don Payne.

Members Absent: Jerry Daniels

Others Present: City Manager, Debbie Hinson; City Attorney, Nick Herman; Public Works Director/ Stormwater Administrator, Rich Baker; Assistant Finance Officer, Lisa Beam; Assistant City Clerk, Annette de Ruyter; Interim Planning Director, Marc Allred, Randolph County Deputy, Eric Wilson; and other interested parties.

I. Welcome (*Mayor Jesse Hill*)

Mayor Hill called the meeting to order at 6:10p.m and welcomed those present.

II. Pledge of Allegiance / Invocation

Mayor Hill led the Pledge of Allegiance.

Council member Payne gave the Invocation.

III. Council Action to Accept or Amend Agenda

The items listed on this Agenda were approved and/or amended as individual items.

IV. Agenda Items for the February 16, 2015 Regular City Council Meeting

*No vote is necessary to put the following item(s) on the agenda, although items **may be discussed and staff may present information as necessary or requested.***

Standing Report

- 1. Infrastructure Projects Update** (*Rich Baker, Utilities & Public Works, Director/Randy McNeill, Davis-Martin-Powell & Assoc.*)
 - A. Phase 5 Sewer Extensions** (*Baker*)
 - B. Ennis Flint Sewer Extension** (*Baker & McNeill*)

There was no discussion regarding Item IV-Standing Report. Update for the items included in this item will be given at the February 16, 2015 Regular Meeting.

V. Consider of Consent Agenda; These items are considered routine, non-controversial, and are considered and approved by a single motion and vote.

- 2. Approve minutes of the January 12, 2015 Pre-Agenda Meeting**
(*Annette deRuyter, Assistant City Clerk*)
- 3. Approve minutes of the January 20, 2015 Regular Meeting**
(*Annette deRuyter, Assistant City Clerk*)

Motion by Council member Frazier to add Items 2 and 3 to the February 16, 2015 Regular Meeting Agenda. The motion was seconded by Council member Carico and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.

VI. Public Hearings

- 4. Public Hearing regarding changes to the City's current 2011 Infrastructure Hook Up Project (CDBG Grant No. 11-C2301).**
(*Yvonne Janssen*)

Council member Payne made a motion to add Item 4 to the February 16, 2015 Regular Meeting Agenda. The motion was seconded by Council member Gantt and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.

VII. New Business

- 5. Cleaning Contract for City Hall and Annex Building** (*City Manager*)

Council member Frazier made a motion to add Item 5 to the February 16, 2015 Regular Meeting Agenda. The motion was seconded by Council member Ayers and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.

VIII. Old Business

- 6. Approve minutes of the December 08, 2014 Pre-Agenda Meeting**
(Annette deRuyter, Assistant City Clerk)
- 7. Approve minutes of the December 15, 2014 Regular Meeting**
(Annette deRuyter, Assistant City Clerk)

Council member Frazier made a motion to add Items 6 and 7 to the February 16, 2015 Regular Meeting Agenda. The motion was seconded by Council member Gantt and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.

Council member Carico discussed the minutes listed and stated he would like to know what the changes were before they were made. Manager Hinson advised Member Carico that the corrected minutes would be included in the February 16, 2015 Regular Meeting agenda packet.

IX. Code Enforcement Report & Permit Report *(Marc Allred, Interim Planner)*

Council member Byerly made a motion to add Item IX to the February 16, 2015 Regular Meeting Agenda. The motion was seconded by Council member Frazier and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.

Council member Lohr discussed a complaint about an open well that he found after visiting the site with a resident.

Staff members advised Council member Lohr that they had investigated this earlier and could not locate the well. After further discussion between staff and Council members, staff stated they would follow up on this and notify the owners of said item.

Council member Gantt stated that she was glad that there were five new homes being built as indicated in the report provided by Mark Allred, Interim Planning Director.

X. Review Retreat Topics

Mayor Hill opened this item and referred to the list included in Council's packet.

Council member Gantt advised members that she had read the Surratt Drive Overlay information. It was her feelings that this Overlay had items that needed to be removed and some that should remain. She asked if this item could be added to the topics to be revisited.

Manager Hinson felt this item could be incorporated into the top section of the agenda that dealt with the Land Use Plan, the 21st Century Plan, and Developmental Ordinances. She would incorporate the Surratt Drive Overlay as requested in that section.

Manager Hinson, Council members, and Attorney Herman discussed how this item should appear on the February 16, 2015 Regular Meeting Agenda. After discussion concerning whether this topic should appear as listed and the information that Council would like to be included for this item, Manager Hinson stated that she would try to have a draft Retreat Agenda for Council review and changes if needed at the February 16, 2015 Regular Meeting.

Council member Byerly made a motion to add Item X to the February 16, 2015 Regular Meeting Agenda. The motion was seconded by Council member Payne and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.

XI. Closed Session Pursuant to NC General Statute 143.318.11

Mayor Hill informed members that the Closed Session would not be held tonight and could be held at another time in the future if needed.

Council member Frazier made a motion to remove this item from the Agenda. The motion was seconded by Council member Payne and approved with a vote of 6 ayes and 1 nay with Council member Daniels absent.

XI. Business from City Manager and Staff

Manager Hinson shared with Council that she had received an estimate regarding the costs for audit services from Gibson and Company, the current audit firm used by the city. This proposal is for a 3 year period. She informed members that she was negotiating with the audit firm regarding the price and would bring the information to Council when a definite price was negotiated.

Council member Frazier asked Manager Hinson if she had discussed with Attorney Herman the possibility for him to provide recommendations for other audit firms.

Manager Hinson stated she had not but would do so should Council decide to seek bids for this service.

XII. Business from Mayor and Council

Mayor Hill gave each member of Council a copy of the Code of Ethics that was adopted in 2010. He asked that all Council members review this information closely for discussion at a later date.

Council member Ayers asked Manager Hinson to provide information regarding the Attorney for the 6 month review update. After discussion concerning how Council would like to have the information provided, Manager Hinson was instructed to include the information with the Agenda. This would not be added as a topic to the February 16, 2015 meeting.

Council member Byerly thanked Mayor Hill, Manager Hinson and Council for the beautiful peace lily and prayers during the loss of his step-father.

XIII. Adjournment

With no other business to discuss, *Council member Payne made a motion to adjourn the February 09, 2015 Pre-Agenda Meeting at 6:31 pm. The motion was seconded by Council member Frazier and approved unanimously with a vote of 7 ayes and 0 nays with Council member Daniels absent.*

These minutes were approved on March 09, 2015 with spelling corrections upon motion by Council member Ayers, seconded by Council member Frazier, and approved unanimously by a vote of 7 ayes and 0 nays with Council member Payne absent.

Mayor, Jesse Hill

Assistant City Clerk, Annette de Ruyter